

*Reports 1-3-4*  
ARO Meeting

Approved For Release 2005/08/03 : CIA-RDP70-00211R000500040122-6  
See Attachment B for those attending this meeting.

Outline for Records Management Officers Meeting  
Wednesday, 6 February 1963  
10:00 AM, Room 1E-78, Hq.

1. Opening remarks -
2. Introduction of New Records Management Officers
3. Announcements.
  - a. Work Reporting Outline
  - b. Clearance of Requests for Special Filing Equipment
  - c. Forms Management Survey Results - 6 Returns  
26 Forms Eliminated
4. Introduction of

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